

# COUNCILLORS' INFORMATION BULLETIN

Tuesday, 22 August 2023

**Bulletin No: IB/1196**

INFORMATION ITEM	Pages
<p>1 <b>Delegated Planning Decisions</b></p> <p>Delegated planning decisions for the week beginning 14 August 2023 are attached. Contact for enquiries: Jean McPherson, Group Manager (Development Management) on <a href="mailto:jean.mcpherson@crawley.gov.uk">jean.mcpherson@crawley.gov.uk</a>.</p>	5 - 6
<p>2 <b>Temporary Traffic Regulation Orders</b></p> <p>The following documents are attached in relation to Temporary Traffic Regulation Orders:</p> <ul style="list-style-type: none"> <li>• List of Temporary Traffic Regulation Orders.</li> <li>• Ifield Avenue and Ifield Roundabout (Appendix A).</li> <li>• Lambourne Close, Furnace Green (Appendix B).</li> <li>• Balcombe Road, Pound Hill (Appendix C).</li> <li>• Moat Walk, Pound Hill (Appendix D).</li> <li>• Matthey Place to Wakehams Green Drive, Pound Hill (Appendix E).</li> <li>• Copthorne Hotel Roundabout, Worth (Appendix F).</li> </ul>	7 - 20
<p>3 <b>Action Taken Under Delegated Authority (Significant Operational Decision): Crawley Borough Council and West Sussex County Council Statement of Common Ground</b></p> <p>National Planning Policy requires each Local Planning Authority to demonstrate effective and on-going joint working with its neighbouring authorities/other authorities in the sub-region and other prescribed bodies, through the preparation and maintenance of Statements of Common Ground (SoCG). These must be agreed by the point of Submission of each Local Plan for its independent Examination.</p> <p>As part of the Crawley Borough Local Plan Review, substantial joint working with all of the neighbouring authorities and Prescribed Bodies has taken place and a number of SoCG have already been agreed. This is set out in the <a href="#">Crawley Duty to Cooperate Statement</a> (May 2023).</p>	



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Town Hall  
 The Boulevard  
 Crawley  
 West Sussex  
 RH10 1UZ

A new bilateral Statement of Common Ground has been agreed between Crawley Borough Council and West Sussex County Council in relation to the Crawley Borough Local Plan. It responds to representations received from West Sussex County Council during the recent Regulation 19 Publication Consultation (held May-June 2023).

The Crawley Borough Council and West Sussex County Council Statement of Common Ground has been agreed and signed by Crawley Borough Council and West Sussex County Council.

On 11 August 2023 the Head of Economy and Planning, in consultation with the Cabinet Member for Planning and Economic Development and the Leader, took the decision to approve the Crawley Borough Council and West Sussex County Council Statement of Common Ground for submission to the Planning Inspectorate as part of the Crawley Borough Local Plan Examination.

4 **Action Taken Under Delegated Authority (Significant Operational Decision): Introduction of Fees and Charges for Food Safety-Related Services**

On 20 August 2023 the Head of Community Services, in consultation with the Cabinet Member for Environment, Sustainability and Climate Change approved the introduction of a chargeable food safety advisory visit service to provide businesses with a two-hour dedicated visit with qualified officers to provide early guidance and support to them which will enable the food business operator to be fully compliant when they open, which also increases their chance of achieving a high food hygiene rating. Further details on this [decision](#) can be found on the Council's website.

5 **Action Taken Under Delegated Authority (Significant Operational Decision): Waste and Recycling - Contract Extension (HPS/34)**

On 8 March 2023 (report HPS/34) Cabinet agreed to extend the current waste and recycling contract with Biffa Municipal from 1 February 2024 to 31 March 2026. Following that decision, on 21 August 2023 the Head of Major Projects and Commercial Services agreed to formally sign and extend the Waste and Recycling Contract with Biffa Municipal for the period agreed by Cabinet.

6 **Response to Questions and Actions Arising from Meetings of the Full Council**

21 - 22

The responses to questions and actions arising from the recent meeting of the Full Council are attached.

7 **Change in Governance Committee Date: November 2023**

The Chair of the Governance Committee has agreed that the scheduled 13 November 2023 meeting be **moved to 28 November 2023**.

8 **Press Releases**

Press releases are available at [www.crawley.gov.uk/news](http://www.crawley.gov.uk/news).

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# CRAWLEY BOROUGH COUNCIL

## DELEGATED PLANNING DECISIONS

The following decisions were issued, subject to conditions, under delegated powers for the period 14/08/2023 and 18/08/2023

Application Number	Location	Proposal	Date of Decision	Decision
CR/2019/0167/CC2	OAKSWORTH, CHURCH ROAD, POUND HILL, CRAWLEY,	Discharge of conditions 3 (levels), 6 (archaeology), 7 (construction management plan), 8 (landscaping), 19 (ecology/wildlife mitigation), 23 (noise) and 24 (drainage) pursuant to CR/2019/0167/FUL for the erection of residential dwelling with 5/6 bedrooms of 283 sqm (3048 sqft) gross internal area plus integral garage and associated external works on land adjacent to Oaksworth, including the demolition of the existing garage to Oaksworth to provide access (amended plans received)	14 August 2023	APPROVE
CR/2022/0803/FUL	O/S REAR OF 42-46 THE BOULEVARD, NORTHGATE, CRAWLEY, RH10 1 DY	Proposed installation of 1no. new BT street hub, incorporating 75" LCD advert screens plus the removal of associated BT kiosk(s)	17 August 2023	PERMIT
CR/2022/0804/ADV	O/S REAR OF 42-46 THE BOULEVARD, NORTHGATE, CRAWLEY, RH10 1 DY	Advertisement consent for proposed installation of 1no. new BT street hub, incorporating 75" LCD advert screens plus the removal of associated BT kiosk(s)	17 August 2023	CONSENT
CR/2023/0269/FUL	12 BRIARSWOOD CLOSE, POUND HILL, CRAWLEY	Conversion of garage to habitable accommodation and insertion of additional windows on front and south side elevations	14 August 2023	PERMIT

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# Agenda Item 2

## **List of Temporary Traffic Regulation Orders**

The following documents are attached in relation to Temporary Traffic Regulation Orders:

- Ifield Avenue and Ifield Roundabout (Appendix A).
- Lambourne Close, Furnace Green (Appendix B).
- Balcombe Road, Pound Hill (Appendix C).
- Moat Walk, Pound Hill (Appendix D).
- Matthey Place to Wakehams Green Drive, Pound Hill (Appendix E).
- Copthorne Hotel Roundabout, Worth (Appendix F).

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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Ifield Avenue	
Village/Town/Parish	Crawley,	
Specific Location	Ifield Avenue and Ifield Roundabout, Crawley	
Reason for TTRO	Night-time road closure at the south-east junction of the Ifield Roundabout for works to repair a street lighting column.	
Proposed Start Date / Time	Date: 9th November 2023	Time: 20:00
Proposed End Date / Time	Date: 9th November 2023	Time: 23:59
The restriction will be effective	Night-time only from 20:00 to (time) 23:59	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	Enerveo	
Applicant contact tel number	07584 313951	
Any other details	For more information about this proposed TTRO please visit: <a href="https://one.network/?tm=135303782">https://one.network/?tm=135303782</a>	

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully,

West Sussex County Council

Streetworks Team

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# PUBLIC NOTICE

## Temporary closure of Lambourne Close, Furnace Green, 26th September 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Lambourne Close, Furnace Green, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Lambourne Close at the junction with The Glade.

The temporary closure is scheduled to commence on 26th September 2023 for up to 5 days (it is estimated to be completed on 26th September 2023) and is required for the safety of the public and workforce while West Sussex County Council undertakes carriageway patching. Road will be closed between junction with The Glade and number 5.

The restriction will be in place **day-time only** from 09:30 until 15:00

An alternative route will be signed on site but please visit <https://one.network/?tm=134764019> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact West Sussex County Council on 01243 642105 who will be able to assist with scope of these works.

Dated: 7th July 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

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Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Balcombe Road	
Village/Town/Parish	Crawley, Pound Hill	
Specific Location	Junction with Green Lane, Balcombe Road, Crawley	
Reason for TTRO	Overnight road closure, required to allow Balfour Beatty to undertake carriageway patching. Road will be closed between roundabout with Maidenbower Drive and junction with Worth Road.	
Proposed Start Date / Time	Date: 9th November 2023	Time: 20:00
Proposed End Date / Time	Date: 10th November 2023	Time: 06:00
The restriction will be effective	Night-time only from 20:00 to 06:00	
Access arrangements	Access maintained for emergency services, residents and pedestrians	
Applicant name	West Sussex County Council	
Applicant contact tel number	01243 642105	
Any other details	For more information about this proposed TTRO please visit: <a href="https://one.network/?tm=135209179">https://one.network/?tm=135209179</a>	

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully,

West Sussex County Council

Streetworks Team

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# PUBLIC NOTICE

## Temporary closure of Moat Walk, Pound Hill, 11th September 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Moat Walk, Pound Hill, in the Crawley District (B) under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Moat Walk outside Numbers 5-6.

The temporary closure is scheduled to commence on 11th September 2023 for up to 5 days (it is estimated to be completed on 11th September 2023) and is required for the safety of the public and workforce while West Sussex County Council undertakes carriageway patching. Road will be closed between junction with Crawley Lane and end of the road.

The restriction will be in place **day-time only** from 09:30 until 15:00

An alternative route will be signed on site but please visit <https://one.network/?tm=134764367> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact West Sussex County Council on 01243 642105 who will be able to assist with scope of these works.

Dated: 6th July 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

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# PUBLIC NOTICE

## **Temporary closure of Matthey Place to Wakehams Green Drive, Crawley, 11th September 2023.**

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Matthey Place to Wakehams Green Drive, Pound Hill, in the Crawley District under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Matthey Place to Wakehams Green Drive Footpath.

The temporary closure is scheduled to commence on 11th September 2023 for up to 5 days (it is estimated to be completed on 14th September 2023) and is required for the safety of the public and workforce while CityFibre Metro Networks Ltd undertakes Fibre Optic Cabling. Footpath to be closed between Wakehams Green Drive and Matthey Place.

The restriction will be in place **day-time only** from 08:00 until 17:00

An alternative route will be signed on site but please visit <https://one.network/?tm=134639822> for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Marjen CCN on behalf of CityFibre Metro Networks Ltd on 07944 025491 who will be able to assist with scope of these works.

Dated: 26th July 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

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# PUBLIC NOTICE

## Temporary closure of Copthorne Hotel Roundabout, Worth CP, 11th September 2023.

**NOTICE IS HEREBY GIVEN** that from the date specified below, West Sussex County Council has temporarily closed to all traffic, Copthorne Hotel Roundabout, Worth CP, in the Mid Sussex District under Section 14(2) of the Road Traffic Regulation Act 1984, as amended, on Copthorne Hotel Roundabout for a distance approx 117 metres.

The temporary closure is scheduled to commence on 11th September 2023 for up to 5 days (it is estimated to be completed on 16th September 2023) and is required for the safety of the public and workforce while Natta Building Company undertake a night-time road closure with the Copthorne Hotel Roundabout for carriageway maintenance works.

The restriction will be in place **overnight only** from 20:00 until 06:00

An alternative route will be signed on site but please visit [Unknown \(public\\_url\)](#) for more details.

Access maintained for emergency services, residents and pedestrians.

For information regarding this closure please contact Natta Building Company on 07554325205 who will be able to assist with scope of these works.

Dated: 22nd August 2023

Matt Davey

Assistant Director of Highways, Transport and Planning

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# Agenda Item 6

## Response to Questions and Actions Arising from Meetings of the Full Council

**Question 1** (Supplementary Question to written question): I'm delighted that the structural integrity of our car parks is being taken seriously and that further reports and surveys will be undertaken following the advice from the Institute of Structural Engineers. My follow on question relates to the impact of vibrations on the town hall car park structure from both the current district heat network boiler and from any expansion in phase 2. I know there are dampeners on the boiler which reduce vibrations and I know from the people living in Geraint Thomas House that they're unhappy about the perception of vibrations. Have these vibrations been monitored or considered when assessing the Town Hall car park and if not, could they be considered during the inspections that take place?

**Response:** We have spoken with the engineers who were involved in designing the DHN Phase 1 and are engaged with the technical feasibility study for the phase 2 DHN expansion. Further to their response. We have not been made aware of any complaints regarding noise or vibration to the landlord of Geraint Thomas House, to the DHN Operations and Maintenance Contractor or to the Council. For reference, the planning approval for the District Heat Network will have included consideration of any noise impacts and the agreement to install mitigating measures where noise levels were potentially beyond acceptable thresholds. The noise emanating from the Energy Centre was not considered to be excessive and as stated, there is no record of complaints from Geraint Thomas House or from any property in the vicinity. As a general observation, there is a humming noise which can be heard when in close proximity to the Energy Centre however this is a low level humming noise which would not have any impact on the structural integrity of Geraint Thomas House or any of the surrounding buildings. If Councillor Jaggard would like to visit the Energy Centre, Officers would be happy to arrange a site visit. This should provide confirmation and reassurance that the noise emanating is within acceptable thresholds.

**Question 2:** Following on from residents' complaints from Forge Wood, when are the shops going to be built? When is the community centre going to be released to the community management group, so they can start sub-letting and generate some income? Also, as developers have consistently missed their trigger points and are dragging their heels, how are we going to get some traction on this matter?

**Response:** As I believe you are aware, the Forge Wood Community Centre has been built and has already been used for this year's elections. The delay to it becoming operational relates to the ownership of the centre, the management of the centre and residents' concerns about the impact on their service charge. The developers decided not to hand over this building (and other assets) to the Council to manage as this would have involved a commuted sum. Unfortunately, they have the legal right to do this, but it does cause complications. I'm told a way forward has been found and that the centre is opening this summer, but as you will be aware, this is not something the Council manages directly. The shops are part of Phase 1B. This has recently cleared the various planning requirements and I understand that the scheme has been successfully tendered by the developers. I'm told enabling works commence early September and this phase is a two-year build programme. I'm also told that the developers are developing communications to share with residents about Phase 1B.

# Agenda Item 6

**Question 3:** In relation to Three Bridges station forecourt improvements, please can you give us an idea of the timeline of the start of this project but also what exactly is going to be in place to manage the disruption. There are currently cones in the middle of the forecourt which stops people turning, there is a large volume of traffic building up and there is already a lot of disruption. I would like to know what we have in place as a Council.

**Response:** The Project Steering Group is currently progressing detailed design process including a number of detailed requirements from Network Rail and GTR. This includes commencement of the Station Change Management Procedure. Once detailed designs and the Station Change Management Procedure have been approved, we will procure a construction contractor for the scheme. That will require the successful contractor to deliver a comprehensive construction management plan, detailing how the scheme will be built and what measures will be implemented to keep disruption to all users of the station at an absolute minimum. This will include close liaison with the railway operators. In terms of timescales, subject to the completion of Network Rail's Station Change Management Procedure and to a successful procurement process, we anticipate that we will be on site autumn 2024 to commence the construction works.